

**TOWN PLAN AND ZONING COMMISSION
REGULAR MEETING - MONDAY, MAY 2, 2016 – LEGISLATIVE CHAMBER,
ROOM 314, TOWN HALL, WEST HARTFORD, CT 06107**

DRAFT MINUTES

CALL TO ORDER/ROLL CALL: 7:05 P.M.

ATTENDANCE: Kevin Ahern, Chair; Vice Chair: Kevin Prestage; Commissioners: Michael Seder and Michele Maresca; Alternates: Liz Gillette; John O'Donnell; Todd Dumais, Town Planner/TPZ Secretary; Catherine Dorau, Associate Planner; Patrick Alair, Deputy Corporation Counsel.

ABSENT: Commissioner: Mishone Donelson, Assistant Corporation Counsel: Kimberly Boneham

ANNUAL MEETING: TPZ election of officers, selection of committee representatives and approval of rules and regulations

Ahern, Prestage, Seder & Maresca voting.

- Chairman: **Kevin Ahern**
Motion/Prestage; Second/Maresca (Vote: 4-0).
- Vice-Chairman: **Kevin Prestage**
Motion/Ahern; Second/Maresca (Vote: 4-0).
- Secretary: **Todd Dumais**
Required by TPZ Bylaws
- Town Council Community Planning and Physical Services Committee:
 - TPZ Liaison: **Kevin Prestage**
Motion/Ahern; Second/Maresca (Vote: 4-0).
 - Alternate: **Liz Gillette**
Motion/Ahern; Second/Seder (Vote: 4-0).
- Capitol Region Council of Governments: **Michael Seder**
Motion/Ahern; Second/Prestage (Vote: 4-0).
Alternate: **Mishone Donelson**
Motion/Seder; Second/Prestage (Vote: 4-0).

- Conservation and Environment Commission:
TPZ Liaison: **Michele Maresca**
Motion/Ahern; Second/Seder (Vote: 4-0).
- Alternate: **John O'Donnell**
Motion/Ahern; Second/Prestage (Vote: 4-0).

MATTERS FOR PUBLIC HEARING SHALL BE CALLED AT 7:15 P.M.

MINUTES:

Approval of Minutes:

- a. Minutes of the Regular Meeting, Monday, January 4, 2016.
Motion/Maresca; Second/Prestage; Vote: 4-0 Voting: Prestage, Maresca, Ahern, Alternate: Gillette
- b. Minutes of the Regular Meeting, Monday, April 4, 2016; **Vote: 3-0 Voting: Prestage, Ahern, Alternate: O'Donnell**

COMMUNICATIONS:

4 Wyndwood Road - Application (IWW #1020) of Town of West Hartford requesting permission for transfer of previously approved permit to new property owners, Sara E. Pileski and Christopher Walker-Diaz. Inland Wetlands and Watercourse Agency approved this permit on January 5, 2015. (Submitted as a late item for TPZ on May 2, 2016.)

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (5 - 0)** (Motion/Seder; Second/Maresca) (Gillette seated for Freeman) to **ACCEPT** the communication item.

NEW BUSINESS:

75 Isham Road (World of Beer)- Application (SUP #1254-R1-16) of SOF-IX Blueback Square Holdings, LP and applicant West Hartford WOB, LLC, requesting TPZ review of compliance with the conditions of SUP #1254 approved June 2, 2014 to authorize a 12-seat outdoor dining area. (Submitted for TPZ receipt on May 2, 2016. Suggest required public hearing be scheduled for June 6, 2016.)

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (5 -0)** (Motion/Prestage; Second/Maresca) (O'Donnell seated for Freeman) to schedule this matter for public hearing on Monday, June 6, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.

993 North Main Street (Veterinary Specialists of CT, P.C.)- Application (SUP #1085-R3-16) of JHK, LLC and applicant Veterinary Specialists of CT, P.C. (Peter J. Royer, Attorney) requesting TPZ review of compliance with the conditions of SUP #1085-R2-14 approved on May 5, 2014 to allow emergency veterinary services daily between the hours of 8pm and 7am. There have been no changes to the layout of the site. (Submitted for TPZ receipt on May 2, 2016. Suggest required public hearing be scheduled for June 6, 2016.)

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (5 -0)** (Motion/Prestage; Second/Seder) (O'Donnell seated for Maresca) (Gillette seated for Freeman) (Maresca recused herself) to schedule this matter for public hearing on Monday, June 6, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.

526 New Park Avenue (East-West Grille)- Application (SUP #1251-R1-16) of Manola Sidara, owner and applicant of East-West Grille, requesting TPZ review of compliance with the conditions of SUP #1251 approved on May 5, 2014 to establish an outdoor dining area with a seating capacity of sixteen (16) seats. (Submitted for TPZ receipt on May 2, 2016. Suggest required public hearing be scheduled for June 6, 2016.)

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (5 -0)** (Motion/Prestage; Second/Maresca) (Gillette seated for Freeman) to schedule this matter for public hearing on Monday, June 6, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.

1189 Prospect Avenue- Application (IWW #1043) of Joseph Scannell, R.O. seeking approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities which may have an adverse impact on a wetland and watercourse area. The applicant seeks to install a 16'x35' in-ground pool and spa and pool code fence. (Submitted for IWWA receipt on May 2, 2016. Presented for determination of significance.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the IWWA acted by **vote (3-2)** (Motion/O'Donnell; Second/Prestage) (O'Donnell seated for Prestage) (Seder and Maresca voting against) to find the proposed regulated activity to be **POTENTIALLY SIGNIFICANT** and set this matter for public hearing on Monday, June 6, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.

OLD BUSINESS- PUBLIC HEARING AND DECISION TO BE RESCHEDULED:

503-511 New Park Avenue (Chick-Fil-A, Inc.) - Application (SUP #1290) of Aldi, Inc. and applicant Chick-Fil-A, Inc. (Susan Hays, Attorney) seeking Special Use Permit approval for an eighteen (18) seat outdoor dining area. The seating will be located at the front of the building.

(Submitted for TPZ receipt on April 4, 2016. Public hearing originally scheduled for May 2, 2016.
Due to S.D.D. scheduling conflict, suggest public hearing be rescheduled for June 6, 2016.)

The TPZ acted by **unanimous vote (5 -0)** (Motion/Maresca; Second/Prestage) (Gillette seated for Freeman) to reschedule this matter for public hearing on Monday, June 6, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.

**OLD BUSINESS SCHEDULED FOR PUBLIC HEARING AND DECISION ON
MAY 2, 2016:**

35 Barksdale Road- Application (SUP #1291) of the Town of West Hartford (Robert Palmer, Plant and Facilities Services) seeking approval for a Special Use Permit to install a 28-foot by 28-foot shade structure at the Norfeldt Elementary School. The area is now utilized as a community gathering and instructional place and is adjacent to the school's outdoor garden area. (Submitted for TPZ receipt on April 4, 2016. Required public hearing scheduled for May 2, 2016.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote (5-0)** (Motion/Prestage; Second/Seder) (O'Donnell seated for Freeman) to approve the permit application.

1700 Asylum Avenue- Application (IWW #850-R2-16) of the Town of West Harford (Marc Blanchard, Human and Leisure Services Department), seeking approval of an Inland Wetlands and Watercourses Permit to conduct certain regulated activities which may have an adverse impact on a wetland and water course area. The applicant seeks to install four (4) permanent athletic field light pole structures at the little league field located the furthest from the intersection of Asylum Avenue and Trout Brook Drive. (Submitted for IWWA receipt on March 7, 2016; due to the lack of a quorum, meeting adjourned to April 4, 2016. Determined to be potentially significant and set for public hearing on May 2, 2016.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, and the public hearing record the IWWA acted by **unanimous vote (5-0)** (Motion/Prestage; Second/Maresca) (Gillette seated for Freeman) to **APPROVE** the proposed regulated activity and to direct that a wetland permit be issued.

1700 Asylum Avenue- Application (SUP # 1062-R4-16) of the Town of West Harford (Marc Blanchard, Human and Leisure Services Department), seeking approval for a Special Use Permit to install four (4) permanent athletic field light structures at the little league field located the furthest from the intersection of Asylum Avenue and Trout Brook Drive. Lighting is programmed to shut off automatically at 9:30 p.m. with security lighting remaining on and automatically shutting off at 10:00 p.m. (Submitted for TPZ receipt on March 7, 2016; due to the lack of a quorum, meeting adjourned to April 4, 2016 for receipt. Required public hearing scheduled for May 2, 2016.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote (5-0)**

(Motion/Seder; Second/Prestage) (Gillette seated for Freeman) to approve the permit application with conditions.

TOWN COUNCIL REFERRAL AND REQUEST FOR REPORT:

645 Prospect Avenue – Application (SDD#125-R1-16) on behalf of Loomis-Wooley Homeowners Association (LWHOA), property owner of **645 Prospect Avenue**, to amend Special Development District #125. LWHOA is requesting the elimination of condition of approval 2.C: “Solid waste collection shall be the responsibility of the property owner/manager”. If approved, waste and recycling services will be provided by the Town of West Hartford.

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (5-0)** (Motion/Seder; Second/Prestage) (O'Donnell seated for Freeman) to **recommend approval**.

TOWN PLANNER'S REPORT:

New Park Avenue Transit Area Complete Streets Study Update.
This item was received by the TPZ.

ADJOURNMENT: Motion/Prestage; Second/O'Donnell (5-0). Meeting adjourned at 10:02 PM

U: shareddocs/TPZ/minutes/2016/May2_16Draft MinutesRev